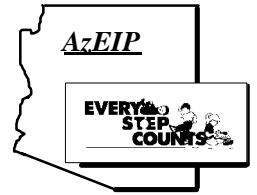




ARIZONA EARLY INTERVENTION PROGRAM FOR INFANTS
AND TODDLERS

Arizona Department of Economic Security



SAMPLE
PRIOR WRITTEN NOTICE/NOTICE OF ACTION

Parent's Name: _____ Child's Name: _____

Parent's Address (w/zip code): _____

As the parents of a child who is involved with the Arizona Early Intervention Program, you have protections under the Individual with Disabilities Education Act. These protections are found in the Procedural Safeguards booklet, which is provided to you with this notice. Prior written notice is one such protection. It means that we will let you know ahead of time about certain changes that the team wants to make and give you the chance to say "yes" or "no" to those changes. The following are the changes that the team is proposing/refusing and the reasons for the changes.

 X Propose

 Refuse

- () Initial identification/evaluation
- (X) Change identification/evaluation (no longer eligible for AzEIP)
- () Initiate placement/provision of early intervention services
- () Change in placement /provision of early intervention services
- () Other (specify): _____

Description of action(s):

Ending early intervention services.

Reasons for the action :

The IFSP team bases its proposal to end services on the following: meeting and talking with the family about Joey's progress; reviewing the monthly progress reports, quarterly therapy reports and Joey's progress on his IFSP outcomes; and conducting a developmental evaluation. The team reviewed all information and determined that Joey has achieved all of his outcomes and based upon the evaluation, no longer qualifies for early intervention services.

Please contact me as soon as possible if you have any questions about this action or your procedural safeguards. **Date this Notice was given/sent to parents/responsible party:** _____

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Description of action(s):

The team recommends that an evaluation is not needed.

Reasons for the action:

After speaking with the family, reviewing the records provided by the family and pediatrician, and conducting a screening of Joey using the Ages and Stages Questionnaire, the IPP team lead determined that the information reviewed indicates that Joey is not suspected of having a developmental delay as defined by the State.

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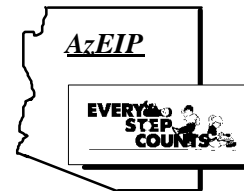
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Description of action(s):

Provide physical therapy two times a month for an hour each time and speech therapy one time every other month for an hour each time in the home and child care center.

Reasons for the action:

After meeting with the family and team at the Individualized Family Service Plan meeting, the team developed an outcome to help Joey let his family know when he wants help rolling to his side so he can play with toys next to him and be more independent during playtime. Based on this outcome, the team recommends that bi-monthly physical therapy visits would help the family achieve this outcome, as well as, speech therapy visits every other month to support the family, caregivers, and physical therapist. These supports and services are to be provided in the home and at Joey's childcare where the team can give the family and caregivers strategies to promote Joey's development and progress towards his outcome.

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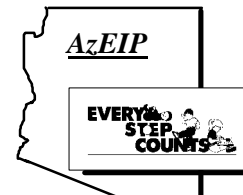
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Description of action(s):

Change in the frequency of identified services on Lisa's IFSP.

Reasons for the action:

Lisa is making good progress towards her outcome of communicating what she wants to her family, and her family feels they have the knowledge and strategies to continue supporting Lisa's communication. The team proposes to change the speech therapist's visits from one time/one hour per week to one time/one hour per month. The speech therapist will continue to provide suggestions and ideas to support the family in working towards the IFSP outcomes during their daily routines and activities.

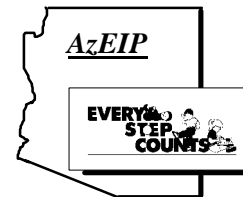
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Description of action(s):

Discontinue providing weekly physical therapy.

Reasons for the action:

Based upon the monthly progress reports of the developmental specialist and quarterly reports and recent assessment of the physical therapist, the team met at the annual IFSP and determined that Anna has reached her outcome to roll on her side when playing with her sister. She is now rolling from her stomach to her back and her back to her stomach. She also is beginning to push up on her hands and knees. The team proposes that physical therapy is no longer needed to support the family in achieving an IFSP outcome.

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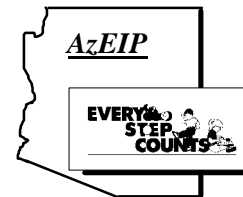
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Description of action(s):

Refuse to provide music therapy to support the team in working towards an IFSP outcome.

Reasons for the action:

At the IFSP meeting, the family proposed an outcome of having Madeline pull to a stand and cruise along the sofa to music and asked for a music therapist to help achieve this outcome. The team discussed with the family the goal of early intervention - to assist them in identifying ways to work towards their IFSP outcomes within their daily routines and interactions, using activities that their child enjoys and is interested in. The team reviewed the information gathered about the family's routines and the toys and activities that interest Madeline. Together, the team proposed to help the family develop strategies to achieve this outcome. The team proposed placing Madeline's favorite musical toy on the couch and helping her to pull up to get it and singing Madeline's favorite song (Barney's "I Love you") to her while encouraging her to stand up at the sofa. The team informed the family that they could pursue music therapy on their own, but that it was not a service provided by the Arizona Early Intervention Program.

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